



JOB POSTING

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES

WESTERN CONNECTICUT MENTAL HEALTH NETWORK

PART TIME - INTERPRETER FOR THE DEAF AND HEARING IMPAIRED – POSITION NUMBER: WC100837

PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Location: Deaf and Hearing – Clinical Services – Waterbury Area

Job Posting Number: WC100837

Hours: 1st Shift – Monday-Thursday – 8:00 a.m.-2:30 p.m. – 24 Hours Per Week

Hourly Salary: \$26.67

Posting Date: June 29, 2012 **Closing Date:** July 5, 2012

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply. Other Candidates who possess the General Experience and Training and Special Requirements may apply.

General Experience and Training: Experience as an interpreter in a variety of situations involving the deaf and hearing impaired.

Special Requirement: Incumbents in this class **must possess** a National Interpreting Certification and be a registered Interpreter with the Commission on Deaf and Hearing Impaired. . Must possess and retain a current/valid Motor Vehicle Operator's License. May be required to travel.

Duties may include but not limited to: Provides interpreting services to clients and staff in a variety of community and mental health settings across the Western Connecticut Mental Health Network's 3 sites (Danbury, Torrington and Waterbury). Provides interpreting services during psychiatric assessments, clinical visits, groups, meetings, conferences and other forums. Provides sign language instruction; information about interpreting, deafness, deaf culture and accessibility to clients, staff, families and community agencies. Maintains a schedule of interpreting needs, may schedule interpreters when needed, participates in program development and professional training as required by the agency and licensing boards. May be required to provide transportation, communication coaching, skills training and coordination of approved services. Monitors and documents individuals behavior and progress.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12).

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (Example: Interpreter for the Deaf and Hearing Impaired applying to an Interpreter for the Deaf and Hearing Impaired posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are promotion/demotion candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **ALL OTHER APPLICANTS** must complete a State Employment Application for Examination and Employment (**CT-HR-12**). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application. The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

PLEASE SEND APPLICATIONS TO:

Angela M. Baker, Human Resources Associate – 203-805-6411

1) Email: Angela.Baker@ct.gov

OR

2) Fax: (203) 805-6432

OR

3) Postal Mail: Western Connecticut Mental Health Network
55 West Main St., Suite 410, Waterbury, CT 06702-5501

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (**CT-HR-12**) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. **(P-2)**